

## INSPECTOR GENERAL

The National Security Agency Inspector General (IG) is an Executive-level position in the Defense Intelligence Senior Executive Service (DISES). The IG reports directly to the Director, National Security Agency. The IG is responsible to the Director for evaluating organizations, management procedures, and performance within the United States Cryptologic Service on a scheduled or an ad hoc basis; and conducting special inspections, investigations, audits, surveys and studies. The IG advises the Director on matters affecting the efficiency and effectiveness of the U.S. Cryptologic Service, and on steps that should be taken to detect and prevent fraud, waste and mismanagement in programs and operations.

The ideal applicant for this position will have demonstrated high standards of personal ethics and integrity, as well as independence and objectivity. The individual should also possess superior judgement and analytical skills, and be able to communicate effectively with senior military and civilian officials inside and outside NSA. The ability to convey critical or negative information candidly, accurately, and constructively to the highest levels of authority is essential. Applicants should demonstrate one or more of the following characteristics: a broad background across large organizations either inside or outside of Government; Intelligence Community and/or IG experience (inspection, investigation, and/or audit); an understanding of the laws and policies applicable to the conduct of IG activities; a demonstrated ability in accounting, auditing, financial analysis, law, management analysis, intelligence analysis, public administration or investigations; and skills in managing a multidisciplinary work force through subordinate supervisors. Prior leadership experience is required. Minimum requirements for qualification for this position are bachelor's degree (advanced degrees and/or professional certification in a related field are preferred) plus 10 years of work experience in a related field.

As a member of the NSA senior leadership cadre, the IG must also demonstrate mastery in the five OPM Executive Core Qualifications: (1) leading change, (2) leading people, (3) results driven, (4) business acumen, and (5) building coalitions/communications.

Specific responsibilities include:

- Organizing and conducting IG audits, inspections and investigations;
- Advising the Director on the status of all IG matters and carrying out special assignments from the Director;
- Establishing policies and procedures for all aspects of the operation of the Office of the Inspector General, including annual and strategic planning; human resources issues; and the conduct of audits, inspections, investigations, and special studies;
- Building productive relationships with counterpart IGs in the Defense and Intelligence communities;
- Responding to FOIA and other requests for information on IG activities;
- Representing NSA to external organizations such as the Inspector General, U.S. Department of Defense; the Assistant to the Secretary of Defense for Intelligence Oversight; and the Intelligence Committees of the United States Congress.

For consideration, please forward your resume and cover letter, along with an assessment (limit four pages) of your achievements in the five OPM Executive Core Qualifications to: [IGJOBS@nsa.gov](mailto:IGJOBS@nsa.gov). Please reference position code: NTLCL in the subject line. You may also apply directly to the National Security Agency, Attn: S. Roman, Office of Recruitment and Hiring, MB, Suite 6779 P.O. Box 1661, Ft. Meade, MD 20755-6779 or send a fax to 410-854-4593.

An Equal Opportunity Employer, the NSA is committed to cultural diversity in its workplace. Position open to U.S. citizens only and employment is contingent upon successful completion of a security background investigation and polygraph. Deadline for application is November 18, 2001. Salary is \$133,700 per year, to include locality pay.